

City Council Agenda Preview

August 5, 2014

▶ Consent Calendar

- ▶ Item 5: Certification of Warrant Register
 - ▶ City Council reviews and approves payment of City invoices. City invoices totaled approximately \$4.28 million for the time period reviewed.
- ▶ Item 6: Waive Reading of Ordinances and Resolutions
 - ▶ To save time, the City Clerk will read only the titles of any Ordinances and Resolutions on the public agenda.
- ▶ Item 7: Minutes of the Regular Meeting of the City Council Held on July 1, 2014
- ▶ Item 8: Adopt Ordinance No. 263 - Supermajority Vote Requirement for the Adoption or Increase of Taxes, Assessments, and Fees
 - ▶ City Council may approve a second reading amending the Lake Forest Municipal Code to require a four-fifths vote of the entire membership of the City Council to adopt or increase any assessment, fee, property related fee, fine or penalty, general tax, or special tax. If adopted, the ordinance would become effective on September 4, 2014.
- ▶ Item 9: Adopt Ordinance No. 264 - Submittal Requirements and Implementation for Shared Parking Requests
 - ▶ City Council may approve a second reading amending the Lake Forest Municipal Code to modify three provisions of the shared parking request process for development applications. The modifications include (1) administrative review of shared parking requests; (2) removal of the requirement for parking studies prepared by a California-registered traffic engineer; and (3) removal of the requirement for shared parking agreements and contingency plans recorded on the property title. If adopted, the ordinance would become effective on September 4, 2014.
- ▶ Item 10: First Amendment to Agreement with Nuvis for Additional Design Services Request for Village Pond Park
 - ▶ City Council will consider amending a contract with Nuvis for additional design services for improvements at Village Pond Park. Following a series of public meetings, Nuvis presented a Conceptual Plan proposing a passive park to the Parks and Recreation Commission with features designed to discourage the overpopulation of waterfowl. The Conceptual Plan is discussed further in Agenda Item 22B. The proposed amendment would extend the term through May 31, 2015 and increase compensation by \$2,168 for a total not-to-exceed amount of \$31,723.
- ▶ Item 11: First Amendment to the Lake Forest Equestrian Center Lease
 - ▶ City Council may approve a first amendment to the City's lease with the Lake Forest Equestrian Center to simplify rent provisions and expand optional services and uses the Lessee may operate at the property. If approved, the amendment would be effective retroactively from July 1, 2014 through the remaining term of the lease on August 14, 2026.

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▶ Consent Calendar (continued)

- ▶ **Item 12: Contract Award for Graphic Design Services**
 - ▶ City Council may award a contract to Creative Vision Group (CVG) to design *The Leaflet*, *Leisure Times*, and *In Business* newsletters to further enhance the impact, utility, and aesthetics of city publications. The City will also be redesigning *The Leaflet*'s master template to reflect a more modern design and layout. Additionally, CVG would design other special projects that may arise including logos, flyers, brochures, and maps. To simplify ongoing contract administration and budgeting, two separate contracts would be awarded for a total contract amount of \$79,300.
- ▶ **Item 13: Bid Documents for the Signalized Intersection at Rancho Parkway and Sports Park Access Road**
 - ▶ City Council may approve bid documents to construct a new traffic signal at Rancho Parkway and the Sports Park Access Road to serve the City's new Sports Park and future Baker Ranch development project. The selected firm would have 35 days to complete the construction project. The cost of the traffic signal would be equally shared between the City and Shea Baker Ranch Associates.
- ▶ **Item 14: First Amendment to Agreement with GMU Geotechnical for On-Call Geotechnical Services**
 - ▶ City Council will consider amending a contract with GMU to continue providing on-call third party review of geotechnical work associated with Opportunity Studies Area projects. The proposed amendment would increase the compensation by \$50,000 for a total contract amount of \$100,000. Shea Baker Ranch Associates reimburses the City for all service costs provided by GMU.
- ▶ **Item 15: First Amendment for PCR Services Mitigation Monitoring Contract**
 - ▶ City Council may amend PCR's contract approving new required tasks for ongoing monitoring of a natural habitat area on the Sports Park site. The proposed amendment would also increase compensation by \$31,210 for a total contract amount of \$146,914.
- ▶ **Item 16: Resolution Establishing Deposit for Campaign Signs Posted in the Public Right-of-Way**
 - ▶ To ensure a candidate's posting of campaign signs on public right-of-way complies with the City's Municipal Code, City Council may adopt a resolution establishing an initial deposit of \$250, and a \$12 per sign deduction rate for non-compliant signs. Although a candidate may deposit additional funds, a candidate's right to use the public right-of-way may be revoked if the deposit is exhausted due to repeated violations.

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▶ Public Hearing

- ▶ Item 17: Public Hearing to Consider Street Name for Camden Square Development
 - ▶ Applicant and Owner Tayler Morrison is requesting the City Council adopt a resolution approving Primrose Drive as the new street name for a private roadway in the Camden Square Development project. The proposed development is on Auto Center Drive south of Bake Parkway and west of Portola Parkway.
- ▶ Item 18: Proposed Policies & Fee Resolution for Sports Field/Gymnasium User Groups & Community Services Department Programs
 - ▶ City Council may adopt a resolution approving several policy changes which include revising the City's schedule of fees and charges for sports field/gymnasium use and updating cost recovery for several Community Services programs. For instance, staff is proposing to implement a "No Show" Field Policy to discourage teams from reserving fields/gymnasium and then not utilizing the reserved space. Also, staff recommends increasing fees for identification cards at Etnies Skatepark of Lake Forest, as well as initiating registration fees for the Teen Lounge and Kids Factory programs to offset some maintenance costs at the Sports Park. The new fees would be effective January 1, 2015.

▶ Discussion

- ▶ Item 19: Ordinance Amending the Lake Forest Municipal Code Relating to Parks and Recreational Facilities
 - ▶ City Council may approve a first reading of an ordinance to address three issues identified in various provisions of the Lake Forest Municipal Code relating to parks and recreational facilities. Those issues include (1) proper indemnification of the City by community groups performing work on City property; (2) work performed by community groups which may rise to the level of public works project construction; and (3) the process where community groups seek use fee waivers for performing in-kind services deemed to be a public benefit.
- ▶ Item 20: Ordinance Providing for Electronic and Paperless Filing of Fair Political Practices Commission Campaign Disclosure Statements
 - ▶ City Council may approve a first reading of an ordinance authorizing the City Clerk to accept electronic filing of campaign finance disclosure documents by elected officers, candidates, or committees. E-filed statements make reports immediately available to the public on the City's webpage and reduce administrative time spent processing paper files.
- ▶ Item 21: An Ordinance Adding Chapter 2.18 to the Municipal Code Relating to the Regulation of Professional Lobbying Activities by Elected City Officials
 - ▶ City Council may approve a first reading of an ordinance restricting elected City officials from engaging in lobbying activities unrelated to the City's business before other local agencies in Orange County. The ordinance was revised to incorporate two changes: (1) deletes exemptions for current Council Members lobbying on behalf of their employer, and for prospective Council Members who are employed as lobbyists prior to running for office; and (2) includes a provision to allow Council Members to lobby on behalf of their own personal financial interests as permitted under the California Political Reform Act of 1974.

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► Discussion (continued)

► Item 22: Capital Improvement Program (CIP) Projects Budget Update

- In conjunction with the mid-cycle review of the 2013-2015 Capital Improvement Projects Budget, staff will present a status report of all current capital projects. The report also identifies a number of potential projects for inclusion in the current CIP Budget for Council consideration. In addition, items B, C, and D serve as individual discussion items identified in the third year of the City's Five-Year Strategic Business Plan.
 - A. Status of Current Capital Projects: City Council will receive status updates for all existing capital projects in the current 2013-2015 CIP Budget. Project updates fall within one of these four areas: street maintenance, traffic improvements, parks and recreation, or environmental projects. To date, all 2013-2015 CIP projects are within budget allocation and on schedule.
 - B. Whispering Hills Park Site: City Council may approve the development of a Request for Proposals for preliminary design services without including a specific pre-determined use for the vacant Whispering Hills Park site on Lake Forest Drive. If approved, a consultant would solicit broad community input and develop conceptual plans before determining a recommendation for an ultimate use. After consensus is reached through community workshops, a conceptual master plan would be presented to the Parks and Recreation Commission and eventually to the City Council for review and approval.
 - C. Village Pond Park Renovation Project: City Council may approve a Conceptual Plan (Plan) for Village Pond Park and authorize staff to prepare a Request for Proposals to develop Construction Plans and Specifications for the renovation of the Park. The Plan contains design elements that would dissuade waterfowl from inhabiting the Park. Additionally, staff will continue its efforts to resolve remaining issues associated with redefining roles between the City and the Homeowner's Association and property title issues.
 - D. Off-Leash Dog Park Evaluation: The City Council will review the recommendation of the Parks and Recreation Commission regarding a potential location for a dog park. City Council may provide direction to staff regarding the establishment of an off-leash dog park at a site adjacent to the Baker Ranch Community.
 - E. Potential Additional Capital Improvement Projects Discussion: City Council may incorporate additional projects into the City's current or future Capital Improvement Projects Budget. These projects are (1) Split-rail fencing on Rockfield at Larkwood; (2) Rue de Fortuna Crosswalk Lighting Enhancement; and (3) Catch Basin Screens – Environmental Tier I, Phase 4 Program. Staff would assess the availability of funding and return to Council with an amendment to the current CIP Budget and/or inclusion of any of the selected projects into the 2015-2017 CIP Budget.

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▶ Discussion (continued)

▶ Item 23: Proposed Dog Park at the Terminus of Baffin Bay Drive

- ▶ City Council will discuss the conceptual plan for a proposed dog park on a 21,000 square foot parcel at the terminus of Baffin Bay Drive on the north-east side of Bake Parkway. Shea Baker Ranch Associates is proposing to construct the off-leash dog park and parking improvements, an estimated value of \$300,000 to \$350,000, at no cost to the City. At the completion of the project, the City would accept ownership and maintenance responsibilities. At this time, the Council may direct staff to initiate various actions required to implement the proposed project.